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| **VCE Unit 4 IT Applications Outcome 1 Assessment 2013 – SAC 1 *A Cut Above*** |

**Name: *Documents*:** *Files* ***Paper*:** *Analysis*

**Task 1: Spreadsheet Solution – 40 marks**

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| **Criteria** | **Teachers Comments** | **Mark** |
| **1 Analysis** |  | **10** |
| Provide an overview of the organisation  Define the **problem** in the organisation.  Identify the goals of the information system. | Done in class on paper  Done in class on paper  Done in class on paper | ***2***  ***2***  ***2*** |
| Identify any **constraints** on the solution. | Done in class on paper | ***2*** |
| Explain the benefits to the organisation | Done in class on paper | ***2*** |
| **2 Design** | ***10*** | **10** |
| Create 2 fully **annotated** **layout** **diagrams** for the spreadsheet solution :eg. Main Menu and Data Entry  and a **Structure Chart** | Completed in class | ***4*** |
| Identify data **validation** **tests**. | Completed in class | ***2*** |
| Create a set of **test data** to test the validation procedures used. You should test correct data, unusual data and incorrect data. | Completed in class | **2** |
| Develop Evaluation criteria to determine the success of the IS | Completed in class | **2** |
| **3 Development** | ***14*** | **14** |
| **Range** of software tools used appropriately. |  | **5** |
| Submit an **annotated** printout showing three **validation** techniques used. |  | **3** |
| Submit an **annotated** printout of four **formatting** conventions used. |  | **4** |
| **4 Testing** | ***6*** | **6** |
| Create a **test table** which tests all parts of the solution. |  | **3** |
| Submit an **annotated** printout that describes and identifies three of the **testing techniques** used. |  | **3** |

**Task 2: On-Screen User Documentation – 10 marks**

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| **Criteria** | **Teachers Comments** | **10** |
| **Layout diagram** showing the appearance and the architecture of the documentation including the user interface, content and navigation. |  | **3** |
| Use a **range** of software skills to develop the user documentation. |  | **3** |
| Application of **formats** and **conventions** to the user documentation. |  | **2** |
| Submit **annotated** printouts that indicates **efficient** and **effective** user documentation. |  | **1** |
| User documentation includes **all components** and is **accurate** and **easy to use** and **read**. |  | **1** |

**Task 3: Evaluation – 10 marks**

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| **Criteria** | | | | | **Teachers Comments** | | | | **10** |
| Evaluate your spreadsheet solution and user documentation against your criteria | | | | |  | | | | **3** |
| **Evaluate how well your solution (s/s & u/d) meets the needs of the organisation:** | | | | |  | | | |  |
| How the solution saves the organisation time and money | | | | |  | | | | **1** |
| How easy it is for users to update information | | | | |  | | | | **1** |
| How accurate the output is | | | | |  | | | | **1** |
| How comprehensive (complete and relevant) the output is | | | | |  | | | | **1** |
| How well the solution meets the information needs of the organisation | | | | |  | | | | **1** |
| How well the solution improves the presentation and communication of the message | | | | |  | | | | **1** |
| How the user documentation contains complete and accurate information | | | | |  | | | | **1** |
| **Task 1 (*Analysis,***  ***Design, Develop)*:**  **/ 40** | | **Task 2 (*User docs* :**  **/ 10** | **Task 3 (*Evaluation)*:**  **/ 10** | **Total: /60** | | **Percentage %** | | **Grade** | **S/N** |
| **Teacher’s Comment** |  | | | | | **Date** | **Teacher’s signature** | | |